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31 MAY 1957

MEMORANDUM FOR: Chief, Finance Division  
FROM : Chief, Technical Accounting Staff  
SUBJECT : Approvals re Acquisition of Domestic Safe Houses

1. In a DD/S Staff Meeting on 17 April 1957 the DD/S stated that the acquisition of safe houses must be approved in advance by the Deputy Director of the acquiring component. The Special Assistant to the DD/S has indicated that this requirement applies only to the acquisition of domestic safe houses. In a discussion with the Acting Chief, Administrative Staff, Office of Logistics I have been advised that appropriate recognition of this requirement will be given by that Office in connection with each safe house acquisition, and that steps will be taken to amend the Real Estate and Construction - Domestic Safe Houses, to indicate this prior approval requirement.

2. In view of the foregoing, it would appear that documents relating to the acquisition of domestic safe houses otherwise in proper form should be processed for payment by the Finance Division provided they carry the approval of an authorized approving officer of the Office of Logistics. It will be proper to assume that the Office of Logistics has determined that the necessary advance approval of the appropriate Deputy Director has been obtained in connection with each new domestic safe house acquisition for which payment documents carry the approving officer's signature.

TAS/FWG/mlc(31 May 1957)  
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